



TOWN OF KNIGHTDALE
PLANNING AND ENGINEERING COMMITTEE
Meeting Minutes

950 Steeple Square Court, Knightdale, North Carolina 27545

May 14, 2012

The Knightdale Planning and Engineering Committee met in the upstairs conference room in the Town of Knightdale Town Hall at 6:00 p.m. on May 14, 2012.

ITEM I. CALL TO ORDER

...Councilor Gleason called the meeting to order at 6:00 p.m., Monday, May 14, 2012.

ATTENDING: Councilor Gleason, Councilor Tripp, Mark Swan, Myron Kelly, Seth Lawless, Fred Boone, Chris Hills, Jennifer Currin

ITEM II. APPROVAL OF MINUTES

... Mr. Kelly moved to approve the March 12, 2012 minutes. Mr. Boone seconded. Without objection the motion carried.

ITEM III. OLD BUSINESS

A. Stormwater Utility and Mapping Project Update

Mr. Boone stated that the stormwater utility database was OK and that the database was just in maintenance mode. Mr. Triezenberg has been providing recent Certificate of Occupancy data to the City of Raleigh to ensure system is up to date. Mailers updating City of Raleigh water bill recipients will be included in the June bills explaining the stormwater utility.

Mr. Lawless informed the Committee that he just received notification that the original 2006 agreement providing the City of Raleigh authority to bill on behalf of the Town of Knightdale cannot be located by either municipality. Therefore, the City of Raleigh is stating that a new agreement will have to be drafted and agreed upon by both municipalities prior to the City of Raleigh billing and collecting the stormwater utility. At this time, it has not been discussed how the revenue projections may be affected.

Mr. Boone presented to the Committee the completed stormwater mapping project prepared by Withers and Ravenel. The map covers more area geographically than originally expected. Lewis Landing, Brookfield Station and Carrington Woods are included in the first phase of the mapping project although they originally weren't planned to be. From all indications, this may help lower the next contract cost for Phase 2. Phase 1 of the mapping project was around \$70,000 and Phase 2 is anticipated to be \$40,000. Mr. Lawless and Mr. Hills confirmed for Mr. Tripp that the trimble has been removed from the proposed budget.

Mr. Boone explained that as part of the Phase II permit the mapping goal has been achieved. The stormwater mapping provides a thorough knowledge of the infrastructure

for inspectors and in the future, the model provides for the ability to complete studies if desired.

B. Capital Projects Update

Mr. Boone explained that the First Ave. Phase 1 design is delayed until the exploratory excavating is completed. Also, NC DOT disagreed with the unit prices provided by the contractor, which forces us to issue a force account letter. Mr. Boone will be issuing a force account letter to the contractor. The utility crews have been delayed by the weather. Staff hopes that they will be on-site this week, Wednesday, weather permitting.

Mr. Boone updated the Committee that NC DOT did not accept the good faith information provided by the first low bidder for First Ave. Phase 2. First Ave. Phase 2 will have to be re-bid due to the second low bidder's estimate being outside of the acceptable range.

Mr. Boone is currently seeking concurrence from NC DOT to award the BB&T right turn lane project to Raleigh Paving.

The Knightdale Park is currently in the contract execution stage and is still on schedule. Staff received the Greenway Phase 2 right-of-way authorization. Final revisions are being made to the plans and specifications. May 31st is the deadline for construction authorization.

Mr. Hills presented the current greenway signage ideas for colors and placement. Stewart Engineering has proposed the greenway signage in accordance with the City of Raleigh spacing standards and based upon frequency and cost, signs can be removed or relocated if necessary. The current proposal on the table for colors is to incorporate the website colors into the greenway signage. Councilman Tripp suggested staff speak with Tina Cheek about signage and branding of all park signage.

C. Pedestrian Plan Update

Mr. Hills informed the Committee that the second SCPP meeting was held last week and reviewed the major meeting results, which included the project priority areas. An inventory of goat paths is being conducted. This inventory was not originally included in the contract so a combination of local historical knowledge and aerials are being used. Staff is still on target to have the 50% pedestrian plan done prior to June 30th. On June 2nd from 10 a.m.-2p.m., a charette will be held to discuss the pedestrian plan and all are invited.

D. Arbor Day Event Update

The Arbor Day event has been rescheduled until June 15th at 2 p.m. due to the desire to have an increased participation from track out camp attendees. The event will occur at Harper Park. A State Forester staff member will be present, the children will participate in an art contest and the children will receive a 3 gallon tree. A revised proclamation is being prepared and will be read at the May 16th Council meeting.

ITEM IV. NEW BUSINESS

A. Mingo Creek Subdivision Top Lift/Bonds

Mr. Hills provided an updated to the Committee on this item as Staff has been trying to contact Fred Smith Co. for over a month to discuss their plan for installing their top lift of asphalt as they are currently in violation of our UDO due to their delay in installing it. Staff has yet to receive a return call or email to any of our inquiries. Staff requested a plan detailing how they would complete the paving be submitted by April 6th. Since that

time, we have received two building permits from Fred Smith Homes in the Mingo Creek Subdivision. Mr. Hills stated that we plan to hold these permits until at least such time that we receive a plan for the completion of the top lift. Mr. Hills inquired if the Committee was OK with Staff moving forward to call the bonds if necessary, as this is our next step, and everyone was favorable to this solution.

B. Appearance Committee Awards Discussion

Ms. Currin reviewed the Community Appearance role of the LURB and discussed the possibility of creating appearance awards. Ms. Currin described a few of the local municipal appearance award programs and their recognitions. Staff suggested starting our program small, with an annual award providing the winner an acrylic award, and growing over time, if necessary. Councilor Gleason suggested an annual award for new nonresidential projects completed within the last year. Several committee members thought the award should not be limited to the yard of the month, a structure, but could be presented to a citizen or organization that enhances the beauty of Knightdale. It was also suggested that the LURB make the recommendation and Council present the award since their meetings are televised. Both community and staff should be permitted to nominate potential recipients.

Based upon the feedback received from the Planning and Engineering Committee members, staff is going to draft an outline of the program and present it to LURB for consideration.

ITEM V. OTHER BUSINESS

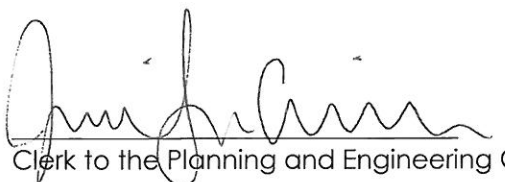
Staff noted that the current "go-live" date for the new website is June 11th. Staff will e-mail members of Council and the Planning and Engineering Committee information about the proposed home page. A website committee has been formed to keep site fresh and relevant.

Mr. Swan requested that LURB is updated on items previously heard before their board. Mr. Hills suggested that the Monthly Activity Report (MAR) would be provided to LURB, which provides useful Planning Department information about each month's notable activities.

ITEM VI. ADJOURNMENT

... Without objection, the meeting was adjourned at 6:59 p.m.


Attest, Councilor Gleason


Clerk to the Planning and Engineering Committee, Jennifer Currin

